

**Town of Rowe – FY2013**  
**Board of Selectmen – Meeting Minutes**  
**Wednesday, April 10, 2013 – 3:00pm**  
**Rowe Town Hall**

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**Call to Order:** The meeting was called to order by Chairman Wilson at 3:02pm.

**Present:** Chairman Marilyn Wilson, Vice Chairman Paul McLatchy III, and Selectman Noel Abbott (who joined meeting at 3:10pm)

**Also Present:** Town Coordinator Ellen Miller, Police Chief Henry Dandeneau, Park Ranger Sean Loomis, Park Commission Chair MaryJo Fuller, Cindy Laffond and Ann Foshay

**Minutes:** Minutes of the April 3<sup>rd</sup> meeting were approved [2/0/1] as written. [Selectman Abbott had not yet joined the meeting]

**Police Dept:** Chief Dandeneau informed the Board that Officer Shippee will be out for 6-8 weeks of personal medical reasons. He requested that two officers be appointed to fill in for patrol work and police detail work.

- **Melissa Salls:** Ms. Salls works for the Charlemont PD. Chief Bellows is very pleased with her work. She can step in to do both patrol and police detail work. He cautioned, however, that other area towns are requiring a large amount of detail work, so she may not always be available. On the recommendation of Chief Dandeneau there was a motion to appoint Melissa Salls as a Special Police Officer (SPO) for the Town of Rowe until June 30<sup>th</sup>. The motion was seconded. Vice Chairman McLatchy stated that he had concerns about Ms. Salls, as she was appointed on two other occasions, but never came to work for the town on either occasion. Chief Dandeneau stated that the reason she never reported to work following either appointment was because he had not called her in. He didn't have any budgeted patrol hours for her. He stated that if appointed he will initially spend an 8-hour session with her for orientation/patrol. The Select Board then voted to appoint Ms. Salls two in favor and one abstention (2/0/1) to appoint Ms. Salls as Special Police Officer for Rowe through June 30<sup>th</sup>. Vice Chairman McLatchy abstained.
- **Neil Raymond:** Mr. Raymond is a recently retired State Police Trooper. He is very well trained and very capable. He is Chief Dandeneau's cousin. He currently works as a SPO in Stockbridge. He would be available to work police details in Rowe. On the recommendation of Chief Dandeneau the Select Board voted unanimously (3/0/0) to appoint Neil Raymond as Special Police Officer for Rowe through June 30<sup>th</sup>.

**FY2014 BUDGET:**

**Park Department:** Park Commission MaryJo Fuller and Park Ranger Sean Loomis presented information on two capital projects they are requesting for FY2014.

- **Beach Sand Reclamation:** This project entails two items: 1) removing the existing sand, screening that sand, and placing the screened sand back on the beach; and 2) placing new sand atop the screened sand. Project cost is estimated to be \$13,310 to \$20,250. It was suggested that perhaps landscape fabric be put down before placing the sand on the beach to prevent pebbles and stones from working up to the surface. It was also suggested that perhaps areas of the beach be allowed to return to grass, which is less costly to maintain. Mr. Loomis will rework the numbers and present them for next week's meeting.
- **Fireplace Replacement:** This proposal is to replace the existing double field stone fireplace (50 years old?) in the west side picnic area. Estimate is \$9100. Vice Chairman McLatchy suggested that perhaps it could be rebuilt using cinder block, which is much cheaper than field stone. Or perhaps cinder block with a stone façade. The Park Commission is proposing to have a steel insert placed inside the fireplace to prevent the stone from cracking. Ms. Fuller stated that she does not know anyone that does stone veneer, and that cement block won't hold up over time like stone. It was decided to hold off on this project until FY2015. If it is done right, it will last perhaps 40-50-60 years. [Over 60 years that is \$150/yr.

**Board of Health—FCSWMD Assessment:** Ms. Miller reported that she BOH Chair David Cousineau had contacted her and agreed that the FCSWMD assessment for FY2014 (\$3,871) should come from the 53E ½ revolving fund they are requesting for FY2014. This fund will be made up of MRIP recycling receipts. MRIP recycling receipts—which are currently held in escrow for Rowe by FCSWMD—are being used to pay this year’s assessment. Ms. Miller will put the article requesting the revolving fund before the article for BOH budget, so that in the event the revolving fund article does not pass, the Refuse Garden line item can be increased to cover the assessment for next year.

**Planning Board:** The Planning Board is requesting the following for FY2014:

<b>Operations</b>	\$ 1,250
<b>Consulting Expenses and Independent Counsel</b>	\$ 5,000
<b>Goal Post Operations</b>	\$10,100

In an email sent from Planning Board Chair Roberson to Chairman Wilson (attached) Mr. Roberson states that if the Finance Committee sees it unfeasible to accommodate the modest increase in their budget request, that the Planning Board is prepared to level-fund their budget for FY2014. This would be accomplished by lowering the *Goal Post* operations line item to \$7,100, leaving the other two line items unchanged. The Planning Board had attempted to obtain funds to hire their own counsel at a previous town meeting, and the item did not pass town meeting vote. Selectman Abbott suggested that a warrant article be placed on the ATM warrant requesting a town bylaw change to allow the Planning Board to appoint their own independent counsel. A motion was then made to place an article on the ATM warrant seeking a bylaw change that will allow the Planning Board to appoint their own legal counsel. The motion was seconded. The motion passed with two in favor and one abstention (2/0/1). Vice Chairman McLatchy abstained, as he works as editor for the *Goal Post*.

**IT Budget:** The request for IT Consultant for FY2014 was reduced to \$6500. The IT Hardware/Software line item request will be reduced also.

**Firefighter Pay:** Chairman Wilson will research how other towns pay their volunteer firefighters.

**FY2013 School Budget Shortfall:** School Committee member Cindy Laffond reported that they will have an estimated \$57,000 shortfall in their FY2013 budget. This is due to an increase in the Three District Agreement (\$22,000) that was not covered by any town appropriation, and additional unexpected tuition costs (\$35,000). [Note: Chairman Wilson left the meeting at this point (4:50pm) due to illness.] The Select Board suggested covering the \$57,000 by the following: (Note: No vote was taken.)

\$15,000	FY2013 School budget (SchCom absorb in current budget)
2,600	FY2013 Town Report line item (STM transfer)
1,500	FY2013 TH Custodian line item (STM transfer)
5,000	FY2013 Yankee Land Committee (STM transfer)
800	FY2013 Municipal Light Plant (STM transfer)
5,000	FY2013 Refuse Garden (STM transfer)
<u>2,000</u>	FY2013 Microfilm town records (STM transfer)
<b>\$31,900</b>	Sub-Total
10,000	FY2013 Reserve Fund Transfer
<u>15,100</u>	FY2013 Free Cash (STM)
<b>\$57,000</b>	

Chairman Wilson stated she would contact the Central Office to request that they submit a revised FY2013 school budget showing which line items they are requesting to increase, showing the exact amount of additional funds needed (rather than an estimate).

**Town Report:** Ms. Miller mentioned that there were several officials/boards that had not submitted annual reports for 2012. Several are mandated by state law and/or town bylaw. Ms. Miller will remind these officials to submit their reports.



**Depot Street Bridge:** Ms. Miller reported that she had spoken with Town Counsel Joel Bard concerning the bridge matter. Attorney Katie Klein of K&P will be handling the bridge matter for both Rowe and Monroe. Rowe will be the lead town; however, Monroe will be billed separately for any work involving their town.

**Public Water Supply Operator:** Ms. Miller reported that the Board of Health Chair David Cousineau informed her that BOH Clerk Marcella Stafford-Gore is seeking information on a replacement Certified Water Operator (CWO) for the town. They will have one identified by the April 25<sup>th</sup> deadline established by the DEP.

**Payphone:** Ms. Miller reported that an AVAYA technician will be here Wednesday, April 17<sup>th</sup>, between 9am and 4pm to complete the installation of the "payphone" at the side entrance to the town hall. There is a one-time \$100 site charge, their hourly rate is \$145 (1 hr min), and materials are extra. She expects it will cost about \$300.

**Police Succession:** Selectman Abbott stated that this item needs to be addressed at next week's meeting. Vice Chairman McLatchy concurred.

**Town Counsel:** Ms. Miller reported that Joel Bard informed her that Brian Riley will be attending the ATM as our counsel, and that going forward Attorney Riley would be our appointed town counsel. Both Vice Chairman McLatchy and Selectman Abbott were unaware of why this change was being made.

**Real Estate Tax Refunds:** Refunds as follows were unanimously (2/0/0) approved:

Laurel Citino	\$ 49.46	Molly Scott	\$ 86.80
Alan/Marsena Field	\$ 15.24	Molly Scott	\$ 70.04
River Realty Trust	\$ 3.00		

**Police Detail:** When signing the payroll warrant Selectman Abbott asked when the Police Detail rate had increased from \$38 to \$40 per hour. Ms. Miller stated that she questioned Officer Shippee about this because she was unaware the rate had changed. Officer Shippee stated that Chairman Wilson and Selectman Abbott had told her to increase the rate. Selectman Abbott stated that he had never said that, and asked that the item be placed on the agenda for the next BOS meeting.

**New Computer:** Ms. Miller was given permission to have the new (replacement) computer installed in her office. Her current computer will be installed at the Fire Station per request of Chief McLatchy.

**Warrants:** Treasury Warrants 13-20 (town, school and fire) and Payroll Warrants 13-20 (town and school) were unanimously (2/0/0) approved for payment.

**Adjournment:** The Selectboard voted unanimously (2/0/0) to adjourn the meeting at 5:45pm.

Respectfully submitted,  
Ellen B. Miller  
Town Coordinator

Approved:

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Marilyn Wilson, Chairman

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Paul McLatchy III, Vice Chairman

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Noel Abbott

April 17, 2013

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Date Approved

**Attachments:**

- Agenda
- Planning Board email re FY2014 budget
- RE Tax Refunds